

1. PURPOSE. This change transmits revised pages to Chapter 9 of the subject handbook regarding the Office of Flight Standards.

2. EXPLANATION OF CHANGE. This Aviation Standards Organization Handbook is updated to define the functions of the branches of the Air Transportation, Aircraft Maintenance, and General Aviation Commercial Divisions.

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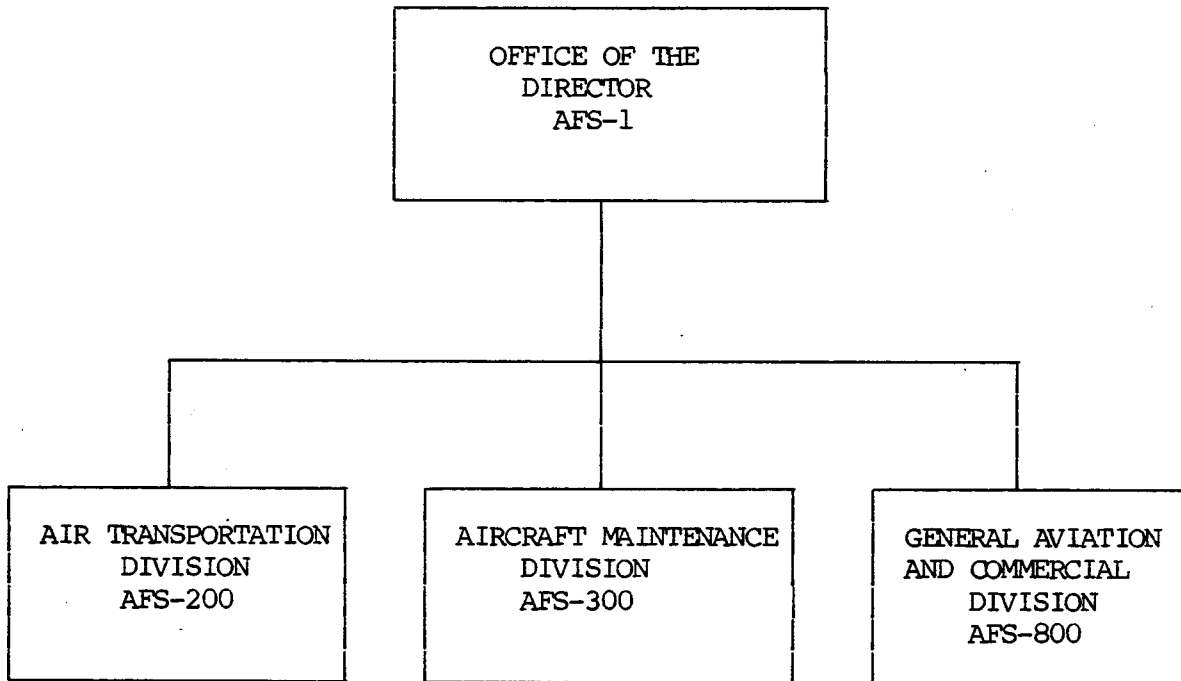
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CHAPTER 9. OFFICE OF FLIGHT STANDARDS

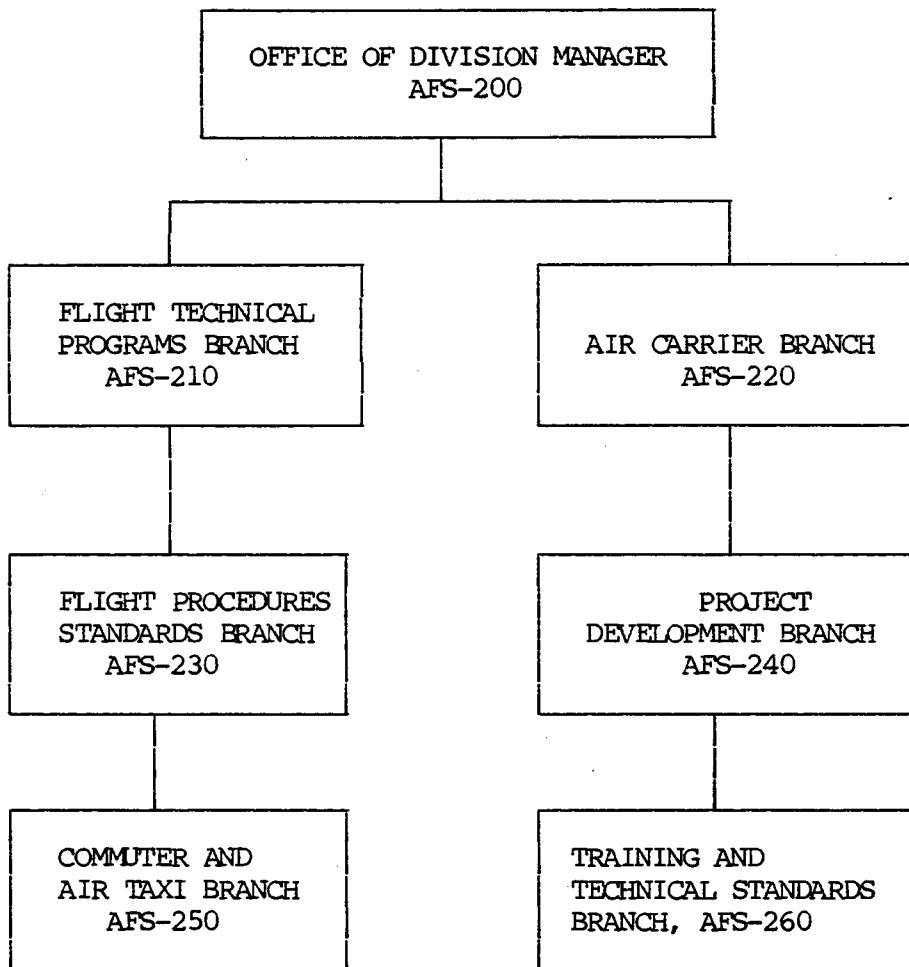


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SECTION 3. AIR TRANSPORTATION DIVISION

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263. FLIGHT TECHNICAL PROGRAMS BRANCH is the principal element of the Air Transportation Division with respect to the direction, control, and execution of complex flight technical projects. It is responsible for the following functions:

- a. Provides technical guidance to the regions on unusual and complex problems and technical assistance to other FAA elements, other government agencies, and the industry.
- b. Appraises the extent to which operational criteria, policies, standards, and procedures continue to be fully responsive to rapidly changing and expanding programs.
- c. Develops operational criteria, requirements, specifications, and limitations for new type aircraft and systems; develops special flight technical standards, procedures, interpretive material and programs; conducts in-flight evaluations of new concepts and procedures.
- d. Develops criteria or approval of Category II and Category III landing minima and serves as a focal point for landing minima programs in general, such as relating to approach aids, obstructions criteria, and approach procedures.
- e. Provides technical representation to ICAO; provides the Flight Standardization Board chairperson and determines training requirements for newly certificated aircraft or aircraft with substantial new technology applications.
- f. Provides the focal point for coordination of research and development programs recommended by the Office of Flight Standards.
- g. Provides the focal point for matters relating to weather reports and weather reporting systems.

264. AIR CARRIER BRANCH is the principal element of the Air Transportation Division with respect to FAR Parts 121 (excluding Subparts J, K, L, M, N, and O), 127, and 129. It is responsible for the following functions:

- a. Determines the need for and provides justification for these rules or amendments thereto.
- b. Provides guidance concerning use of foreign instrument approach procedures and foreign aeronautical information publications by U.S. air carriers.

f. Develops program guidelines within its assigned program area.

g. Is responsible for all other air carrier certification and operations matters not specifically assigned to the Training and Technical Standards Branch or the Commuter and Air Taxi Branch.

265. FLIGHT PROCEDURES STANDARDS BRANCH is the principal element of the Air Transportation Division with respect to the operational aspects of en route and terminal instrument flight procedures. It is responsible for the following functions:

a. Determines need for and develops new or amended rules, regulations, standards, and criteria governing the establishment and conduct of en route and terminal instrument flight procedures.

b. Determines need for Federal Aviation requirements pertaining to air navigation systems, navigation facilities, lighting facilities, weather reporting devices and other systems pertaining to the navigation and operation of aircraft; recommends research and development requirements for new or revised navigation and visual landing systems.

c. Coordinates the development of, and establishes criteria for civil and military terminal en route instrument procedures for issuance in the Terminal Instrument Procedures (TERPS) Handbook.

d. Assigns standards development projects with recommended priorities to the Aviation Standards National Field Office, coordinates overall technical and policy requirements and monitors the progress of assigned projects.

e. Evaluates field requests for waivers of standards for terminal and en route instrument flight procedures, effects necessary coordination and processes notification of approval/disapproval.

f. Provides the focal point within the Office of Flight Standards for the coordination of instrument flight procedures and airspace activities, and in the development of cartographic requirements and new and improved methods of publishing instrument flight procedures.

g. Analyzes requests from Airway Facilities and Airports field offices for deviations from the standards for the siting of navigational and visual aids and recommends approval/disapproval based on technical and operational considerations.

*

266. PROJECT DEVELOPMENT BRANCH is the principal element of the Air Transportation Division with respect to the development and processing of new or amended rules and grants or denials of exemptions involving the operational aspects of FAR Part 61 (ATPC); FAR Parts 63 and 65 (with respect to flight engineers, flight navigators, and aircraft dispatchers); FAR Parts 121, 127, 129, and 135; and supplementary material. It is responsible for the following functions:

- a. Provides project officers to participate in the development and processing of actions on petitions for rulemaking and exemptions, petitions for reconsideration of denials or grants of exemption and petitions for reconsideration of operations specifications.
- b. Schedules project officers to assure that proper operational considerations are included in new and amended rules.
- c. Establishes division procedures for assuring that project officers meet appropriate rules time tables.
- d. Develops or assists in the development of flight operations advisory circulars, bulletins, and orders pertaining to air transportation functions.
- e. Consults with and advises district offices or regions concerning the operational aspects of new or amended rules or exemptions.

267. COMMUTER AND AIR TAXI BRANCH is the principal element of the Air Transportation Division with respect to the operational aspects of commuter air carriers and air taxis under FAR Part 135 (excluding Subparts E, G, and H). It is responsible for the following functions:

- a. Determines the need for and provides justification for rules or amendments to rules with respect to FAR Part 135.
- b. Develops policy guidance for certification and surveillance of air taxis and commuters.
- c. Provides technical guidance to the regions in the conduct of approved programs.
- d. Participates in and provides technical assistance in planning, research and development of projects to provide improved aircraft for FAR Part 135 operations.

aircraft dispatchers; FAR Part 121, Subpart J, K, M, N, and O; and FAR Part 135, Subparts E, G, and H. It is responsible for the following functions:

a. Develops field guidance for approval of air carrier and air taxi operations training programs, including cabin attendants and dispatchers.

b. Determines training needs of field inspectors and establishes requirements for development of training programs.

c. Provides the principal point of contact in the division for the operational aspects of crashworthiness, crash rescue, and survival for air carrier and air taxi operations.

d. Develops field guidance for approval of navigation and communications systems; develops policy for the operational use of AIDS.

e. Provides the focal point for matters dealing with international operations.

f. Provides the Flight Standardization Board chairperson after service experience is gained following the original type certification; develops policy applicable to minimum equipment lists for FAR Parts 121 and 135 operations and the procedures to be used by Flight Operations Evaluation Boards; provides the Flight Operations Evaluation Policy Board chairperson.

g. Reviews airman examinations developed by the Aviation Standards National Field Office's Examinations Standards Branch.

h. Develops program guidelines within the branch's assigned program area.

269. SPECIAL RELATIONS. The Air Transportation Division, AFS-200, is responsible for FAR Part 61 as it pertains to the Airline Transport Pilot Certificate (ATPC), including the development of rules, supplementary regulatory material, and grants or denial of exemption petitions. The General Aviation and Commercial Division, AFS-800, is responsible for all other aspects of FAR Part 61.

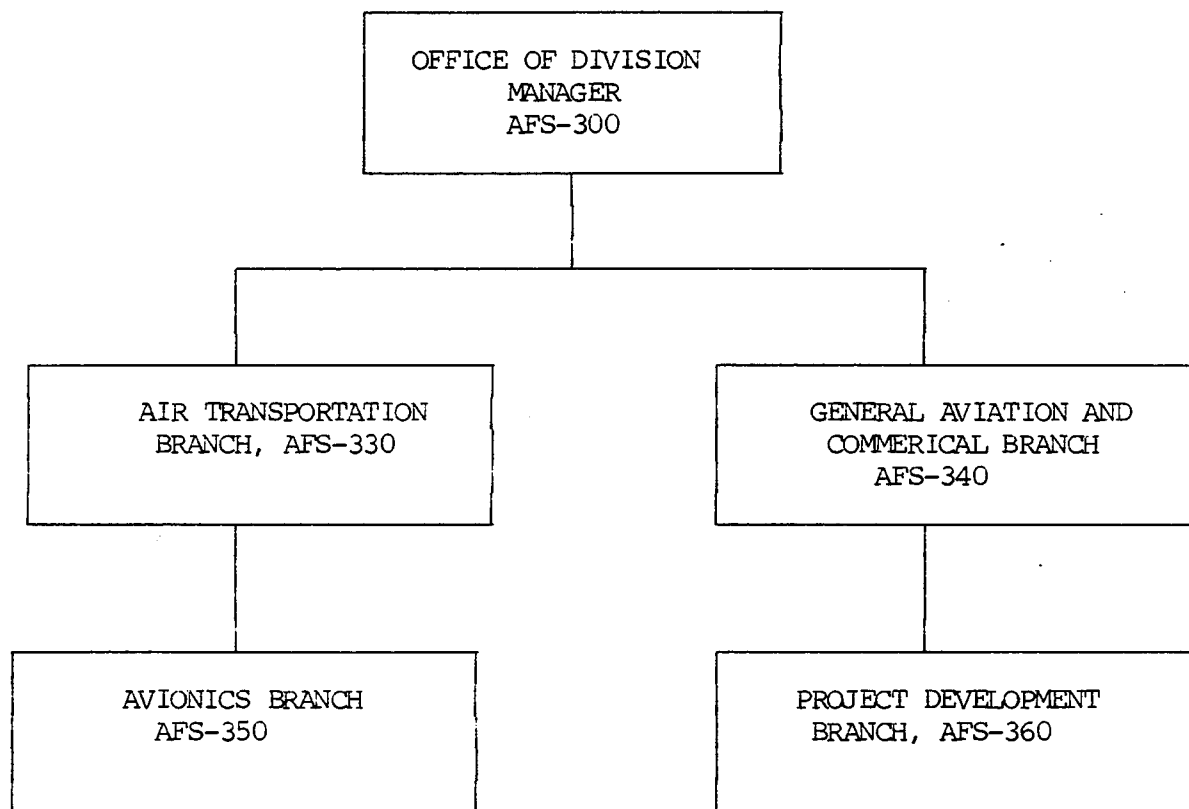
270. RESERVED.

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SECTION 4. AIRCRAFT MAINTENANCE DIVISION

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a. The Aircraft Maintenance Division is the principal element of the office with respect to the maintenance aspects of the certification and surveillance of operators, airmen, and air agencies and maintenance performance standards and practices applied to ensure the continued airworthiness of civil aircraft.

b. With respect to the foregoing, the division:

(1) Develops and recommends national policies, standards systems, procedures, and program plans.

(2) Determines the need for, justifies, and formulates new or amended Federal Aviation Regulations and supplementary regulatory material; participates in regulatory review programs; recommends grants or denials of exceptions; and develops operations specifications.

(3) Advises the Director, the Associate Administrator, and other principal officials and serves as a point of contact for the public and the aviation community on matters appropriate to the national level.

(4) Analyzes and evaluates field program accomplishments; reviews accident, incident, and enforcement investigations; and initiates appropriate corrective actions.

(5) Coordinates research and development projects pertaining to maintenance and continued airworthiness of U.S. registered aircraft.

(6) Recommends and develops policy and procedural instructions governing safety enforcement programs.

(7) Guides and assists regions in conducting approved programs and provides guidance on applying agency policies, standards, and procedures pertaining to safety issues.

(8) Represents the Office of Flight Standards in international meetings to further U.S. interests and to develop standards and recommended practices for the International Civil Aviation Organization.

(9) Represents the Office of Flight Standards in developing international agreements, arrangements, policies, and practices involving maintenance of civil aircraft and certification of foreign airmen and air agencies.

(10) Develops, coordinates, and issues national directives to provide technical guidance on policies and procedures.

(12) Assigns special technical projects, recommends priorities, and provides broad policy and program guidance to ensure the adequacy of maintenance activities performed by the Aviation Standards National Field Office.

c. Recommends final action on requests for reconsideration or original issuance, amendment, or denial of a maintenance airman or air agency certificate.

d. Recommends final action on any petition for reconsideration or original issuance, amendment, or denial of operations specifications pertaining to maintenance or continued airworthiness of aircraft.

e. Develops, coordinates, and recommends programs to ensure organizational competency for Aviation Safety Inspectors (Airworthiness), GS-1825.

f. Develops maintenance requirements and major repair alteration criteria for use of:

- (1) New or advanced airborne navigation systems.
- (2) Lower takeoff or landing minimums.
- (3) Improved hardware or software to enhance operational safety.
- (4) Minimum equipment lists.

g. Develops standards policies, and procedures for examining and appointing private persons to act as representatives of the Administrator, under the provisions of Section 314 of the Federal Aviation Act, with respect to the maintenance and continued airworthiness of civil aeronautical products.

h. Establishes policies and procedures, and recommends final action, on granting or denying exceptions under Section 610(b) of the Federal Aviation Act to foreign airmen who are directly in charge of inspection, maintenance, overhaul, or repair of aircraft, aircraft ongoing propellers, appliances, or components.

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(2) Directs the development of, as is accountable to the Director for, the adequacy of national policies, standards, systems, procedures, goals, and programs plans and the substance of new or amended Federal Aviation Regulations and supplemental regulatory material.

(3) Establishes and maintains liaison with the regions, military, and other government agencies and serves as a central point of contact for the public, aviation community, and congress on aircraft maintenance matters appropriate to the national level.

(4) Provides executive direction in planning, managing, and controlling division activities.

b. Assistant Manager. The Assistant Manager participates and assists in performing the functions and exercising the authorities and responsibilities of the Division Manager. Serves as Acting Manager, Aircraft Maintenance Division, in the manager's absence.

274. AIR TRANSPORTATION BRANCH is the principal element in the Division with respect to the evaluation, development, and implementation of standards, procedures, and policies relating directly to the certification of operators and the continued airworthiness of related aircraft. These activities involve air carriers, air taxi operators, commercial operators, and commuter air carriers. The Branch is responsible for the development of national and international policy and procedures, agency compliance and enforcement program and safety programs, as related to its area of responsibility. The Branch conducts continuing evaluations and analyses of the effectiveness and efficiency of field offices regarding implementation of the standards, procedures, policies, and programs developed by the Branch, and the impact these have on the economics and safety of the aviation community. The Branch investigates complaints from the public pertinent to its program areas and provides technical assistance and guidance to segments of the FAA outside the Aircraft Maintenance Division and to other federal, state, and local government agencies, at the direction of the Division Manager. The Branch reviews, analyzes, prepares, and processes required reports and makes recommendations for amendments to the FAR, grants or denials of petitions for exemptions, and disposes of petitions for rulemaking, and participates in rulemaking to Parts 43, 65, 91, 121, 123, 125, 127, 129, 133, 135, and 137, as related to Branch functions. Approves the issuance of cockpit authorizations. The Branch is the focal point for the Division for conducting the Service Difficulty Program; participates in the Service Difficulty Program Analysis Group in the formulation of standards, procedures, and policies for the guidance of the Maintenance Analysis Center. The Branch participates in the Maintenance Review Boards and Type Certification Boards related to aircraft maintenance.

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agencies, large and small aircraft (non air carrier), air travel clubs, and operating certificate holders under FAR Parts 125 and 137, regarding airframes, powerplants, propellers, appliances, their associated systems and surveillance of these elements including:

a. The development, implementation, and evaluation of standards, procedures, policies and programs related to recurrent certification and continued airworthiness of aircraft utilized by pilot schools, external load operators, special purpose, agriculture operators, air travel clubs, operating certificate holders under FAR Part 125, and all other general aviation aircraft.

b. The development of national and international standards and procedures used by field offices for the proper current certification of air agencies, maintenance airmen and operating certificate holders and the recurrent certification of those agencies, airmen and the continued airworthiness of those aircraft.

c. Development of program guidelines; STC and PMA conformity inspections.

d. Responsible for continuing airworthiness functions as they pertain to non air carrier aircraft. The Branch develops safety and education programs related to its areas of specialization.

e. Conducts continuing evaluations and analyses of the effectiveness of standards, procedures, policies, and programs developed by the branch and the effectiveness with which field offices implement them.

f. The development of standards, procedures, and policies related to certification and surveillance of operators of large aircraft (non air carrier) involved in contract carriage of passengers and cargo under FAR Part 125.

g. Evaluates on a continuing basis the impact of the standards, procedures, policies, and programs have on the economics and safety of the aviation community.

h. Investigates complaints from the public pertinent to its program functions; and provides technical assistance and guidance in these areas to segments of the FAA outside the Division and to other Federal, state, and local governmental agencies.

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or national avionics maintenance standards, procedures, and policies related to the certification, surveillance, and performance of U.S. certificated foreign and domestic repair stations, air carriers, and in the establishment of continued airworthiness standards and procedures and policies for aircraft avionic and instrument systems. The development of program guidelines, STC and PMA conformity inspections, and agency compliance and enforcement programs related to avionics and instrument systems. Participation in Maintenance Review Boards and Type Certification Boards related to aircraft avionics and instrument systems; and the technical maintenance aspects of Category II and III operational approvals of aircraft avionics and instrument systems. The Branch develops safety and education programs related to its areas of specialization including determining the need for and arranging technical (avionics) training for field personnel; conducts continuing evaluations and analyses of the effectiveness of the standards, procedures, policies, and programs developed by the Branch, and the effectiveness with which field offices implement them; evaluates on a continuing basis the impact of the standards, procedures, policies, and programs have on the economics and safety of the aviation community. The Branch investigates complaints from the public pertinent to its area of specialization; provides technical assistance and guidance in these areas to segments of the FAA outside the Division and to other federal, state, and local governmental agencies. The Branch reviews, analyzes, prepares, and processes required reports, and makes recommendations for amendments to the FAR, grants or denials of petitions for exemption, disposes of petitions for rulemaking and participates in rulemaking as related to Parts 43, 65, 91, 121, 125, 127, 129, 135, 145, 147, and its areas of specialization.

277. PROJECT DEVELOPMENT BRANCH is the principal element of the Aircraft Maintenance Division with respect to regulatory documents. In this regard, it is responsible for the following functions:

- a. Developing and processing new or amended regulations, granting or denying petitions for exemption, and preparing supplementary material involving maintenance, continued airworthiness, airman, and air agency certification as contained in FAR Parts 43, 65, 91, 121, 125, 129, 135, 137, 145, 147, and 149.
- b. Providing project specialists to participate in developing and processing actions on petitions for rulemaking, exemption, reconsideration of denial of petition for exemption, and reconsideration of operations specifications.

e. Developing or assisting in developing agency directives pertaining to maintenance and continued airworthiness.

f. Consulting with and advising district offices and regions concerning operational aspects of new or amended rules or exemptions.

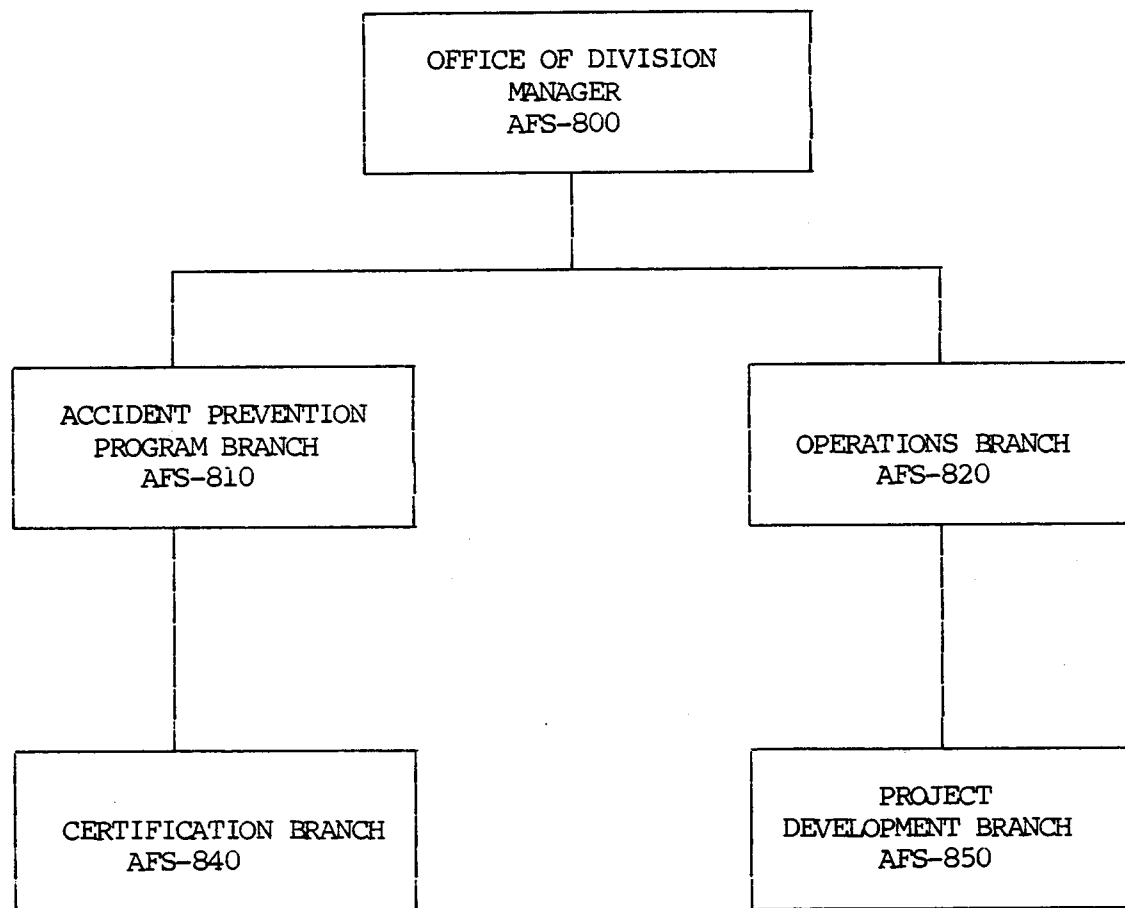
278.-280. RESERVED.

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SECTION 5. GENERAL AVIATION AND COMMERCIAL DIVISION

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a. The General Aviation and Commercial Division is: the principal element of the Office with respect to the operational aspects of the certification and surveillance of general aviation airmen, general aviation air agencies, commercial operations, and travel clubs.

b. With respect to the foregoing:

(1) Develops and recommends national policies, standards, systems, procedures, and program plans.

(2) Determines the need for, develops justification, and formulates substance of new or amended Federal Aviation Regulations, supplementary regulatory material, and grants or denials of exemption petitions; participates in regulatory review programs.

(3) Advises the Director, the Associate Administrator, and other principal officials and serves as a central point of contact for the aviation community on matters appropriate to the national level..

(4) Conducts operations evaluation and analysis of field execution of programs, including evaluation of field performance in investigating and reporting enforcement cases.

(5) Determines the need for and recommends research and development projects.

(6) Develops and recommends policy and procedural instructions governing safety enforcement programs.

(7) Guides and assists the regions in the conduct of approved programs.

(8) Represents the Office in the development of international agreements.

(9) Develops, coordinates, and recommends career development programs to assure organizational competency for employees of this Division.

c. Assigns work projects (other than rulemaking) with recommended priorities and provides technical and policy guidance to ensure the technical adequacy of the general aviation program activities performed by the Aviation Standards National Field Office.

283. OFFICE OF DIVISION MANAGER.

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a. Division Manager.

(1) Advises the Director, the Associate Administrator and other principal officials on matters within the purview of the General Aviation and Commercial Division.

(2) Directs the development of and is accountable to the Director for the adequacy of: (a) national policies, standards, systems, procedures, goals, and program plans; and (b) the substance of new or amended Federal Aviation Regulations and supplementary regulatory material.

(3) Establishes and maintains liaison with the regions, military, and other government agencies, and serves as a central point of contact for the aviation community on matters appropriate to the national level.

(4) Provides executive direction in the planning, management, and control of Division activities.

b. Assistant Manager. The Assistant Manager participates with and assists the Division Manager in performing the functions and exercising the authority and responsibility vested in the latter, and serves as Acting Manager, General Aviation and Commercial Division in the Manager's absence.

284. ACCIDENT PREVENTION PROGRAM BRANCH is the principal element of the Division with respect to the Accident Prevention Program. It is responsible for the following functions:

a. Develops and recommends national policies, standards, systems, special programs, and procedures to guide the regions in the conduct of the Accident Prevention Program.

b. Maintains an overview of the Accident Prevention Program to identify results achieved and assess the quality of the total program; recommends changes in national policy, standards, systems, and procedures, as necessary, to correct deficiencies and achieve increased program effectiveness.

c. As assigned, serves as the focal point for coordination and consultation to ensure the proper interface between Flight Standards and other FAA operating divisions, industry organizations, and the aviation public/industry.

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f. Produces the agency's safety magazine for pilots, FAA General Aviation News, and associated reprints and pamphlets which perform the following functions: alert airmen to and clarify new, existing, or proposed rules and standards and their changes; explain and provide technical advice on approved flight procedures, enforcement, and other policies; research and publicize current accident trends and malfunction patterns on a national and regional basis; list new FAA publications on instruction, certification, and flight safety; provide historical background on technical and safety developments in aviation.

285. OPERATIONS, CERTIFICATION, AND PROJECT DEVELOPMENT BRANCHES perform the following common functions with respect to their assigned program areas:

- a. Determine the need for and develop national policies, standards, systems, procedures, and programs.
- b. Provide technical guidance and advice to the regions in the conduct of approved programs.
- c. Evaluate the adequacy and effectiveness of safety regulations; recommend and justify new or amended Federal Aviation Regulations and supplementary regulatory material.
- d. Provide staff assistance to the division manager and, as assigned, provide representation at agency or industry meetings.
- e. On a continuing basis, provide effective control of assigned branch projects and special assignments.
- f. Determine the need for and recommend research and development projects and special assignments.
- g. Provide counsel and assistance to other organizational elements of the agency, Department, and other government agencies and, as assigned by the division manager, participate in national and international working groups and panels for the purpose of providing technical assistance and resolving problems of national and international importance.

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Operations Branch determines the need and provides justification for rules or amendments; develops inspection, surveillance and certification procedures and functions to be carried out by regions, and field offices, and inspections; develops National operations policies for private/commercial operators; develops and recommends policy and procedures pertaining to airport surveillance, safety meetings, flight clinics, airshows, helicopters, tall structures, moored balloons, kites and unmanned rockets/balloons, parachute jumping, issuance of waivers and/or authorizations and certificates of temporary sojourn; provides a member to the Flight Operations Evaluation Board with respect to commercial aircraft; participates in and provides operational guidance in planning research and development projects which may provide improved aircraft, or result in a higher level of safety for external load or agricultural aircraft operators; develops and recommends policy and procedural instructions governing safety enforcement programs; and is responsible for the program guidelines with respect to assigned functions.

287. CERTIFICATION BRANCH is the principal element of the division with respect to airman training and certification. The Certification Branch determines the need and justifies rules and changes to rules with respect to Airmen Certification (FAR Part 61), ground instructor certificates (FAR Part 143) and pilot schools (FAR Part 141); develops, reviews, and recommends policy and procedures with respect to pilots, flight instructors, and pilot school certification; determines training needs of field inspectors and establishes requirements for development of training program; review airman examinations, written and flight test guides, and other educational materials prepared by the Aviation Standards National Field Office, Aeronautical Center, and is responsible for the program guidelines with respect to assigned functions.

288. PROJECT DEVELOPMENT BRANCH is the principal element of the division with respect to the development and processing of new or amended rules, and grants or denials of exemption. The Project Development Branch review and evaluated recommendations for new and amended regulations in the branch's area of responsibility; develops and processes regulatory actions with respect to new and amended rules of FAR Parts 61 (except ATPC), 91 (except for air traffic and maintenance rules), 101, 103, 105, 125, 133, 137, 141, and 143; evaluates processes and recommends action on petitions for exemption; reviews and recommends action on petitions for reconsideration of exemption denials; develops interpretations of regulations and develops briefing material on

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serves as focal point for division review and comment on regulatory proposals by other segments of the agency which affect general aviation and commercial operations; participates in regulatory review programs. As necessitated by amended rules, assist in the development of advisory circulars, bulletins, and orders to assure that they are consistent with the amended rule and published in a timely manner.

289.-349. RESERVED.

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